

NSHS ESC MEETING MINUTES for 22 February 2001

MISSION STATEMENT

We provide education, training, information, and program management in health care delivery to enable uniformed services personnel to meet their mission in war and peace.

MEETING OBJECTIVES:

1. Update of directorate processes
2. Training matrix
3. Redline Strategic Planning process
4. Redline Corrective and Preventive Action process

LEADER: CAPT Wynkoop

FACILITATOR: CDR Whalen, CDR Baker, LCDR Kennedy, LT Leonard, MR Kirkbride

TIME:

FROM: 09:00 TO: 1100

MEMBERS PRESENT

- CAPT Wynkoop
- CAPT Younger
- CDR Luke
- CDR Hearin
- LT Miller
- HMCM Castillo
- CAPT Welbourn
- MR Dumbeck
- HM2 Pitt
- CDR Whalen (Adhoc)
- CDR Baker (Adhoc)
- LCDR Kennedy (Adhoc)
- Mr. Kirkbride (Adhoc)

MEMBERS NOT PRESENT

- CDR Bryson
- MR Behnke
- CAPT Miller
- LT Leonard (Adhoc)

AGENDA ITEM (Attached)	COMMENTS / CONCLUSIONS ACTIONS (IF ANY)	PERSON(S) RESPONSIBLE	BY WHEN
Feedback and review of agenda	The CO opened the meeting with a review of the agenda and ESC minutes of 15 February 2001.	CAPT Wynkoop	
Directorate Process Update	Each Director briefed their status of directorate process.	Directors	
Training matrix	The ISO training matrix identified that a training process needs to be developed for the Command. Action item: Director for Academic's will develop the training process.	CDR Whalen CDR Hearin	
Redline Strategic Planning	The ESC members made redline changes to the Strategic Planning process.	ESC members	
Set agenda for next meeting	Next scheduled ESC meeting is 1 March 2001	ESC members	
Open action items	Action Item: The ISO-IT will request and schedule the briefing by the Registrar's Action Item: The ISO-IT will redline the Quality Manual and update the ESC as they complete each section.		